



## ***MEMORANDUM***

**TO:** HONORABLE MAYOR &  
CITY COUNCIL

**FROM:** John A. Flores

**SUBJECT:** City Administrator's Weekly Report

**DATE:** June 5, 2015

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### **INFORMATION**

Following are the key activities to be highlighted this week:

***Incoming City Administrator Appoints Executive Leadership Team*** – On Tuesday, June 2, incoming City Administrator Sabrina Landreth announced the appointment of the newest additions to her executive leadership team: Christine Daniel as Assistant City Administrator, and Stephanie Hom as Deputy City Administrator. Christine and Stephanie round out the executive team along, with Assistant City Administrator Claudia Cappio, who began on April 27. Christine Daniel has been City Manager of the City of Berkeley since November 2011. Prior to that, she served as Berkeley's Deputy City Manager for four years, overseeing the Public Works, Housing and Community Services, Health Services, Human Resources and the City Clerk departments, as well as the Police Review Commission and the Code Enforcement unit within the City Manager's Office. Stephanie Hom is a well-respected public administrator with more than 21 years of experience in local government. She has a demonstrated commitment to fiscal responsibility, responsiveness and transparency. Currently serving as the Administrative Services Director for the Town of Moraga, Stephanie implemented long-term financial sustainability solutions, including the city's first five-year financial plan and comprehensive annual financial report, which received national recognition for two consecutive years. In Moraga, she transformed the community trust in financial management and also achieved a 50% General Fund Reserve. Incoming City Administrator Sabrina Landreth begins July 1. Deputy City Administrator Stephanie Hom starts on July 27, and Assistant City Administrator Christine Daniel starts on August 10. To read the media release, please visit <http://www2.oaklandnet.com/w/OAK053455>.

***City To Host Summit On Community Policing*** – On Saturday, June 6, the 2015 Oakland Summit on Community Policing will be held at Laney College, 900 Fallon Street. During the summit, Mayor Libby Schaaf and Police Chief Sean Whent will present their vision of Oakland through Community Policing. The event opens with a welcome session at 9:00 a.m., followed by several workshops on topics such as Community Healing through Restorative Justice, Community Policing in Oakland, Data-Driven Policing, Gang Awareness, Procedural Justice, Ceasefire, Public Nuisance and Problem Priorities, Public Works and Violence Prevention Programs. Workshop sessions will also be held in Cantonese and Spanish. Attendees will also learn more about what the City and Police Department are doing to strengthen community

policing in Oakland. Online registration will be available. For more information, please visit <http://www2.oaklandnet.com/summit> or call (510) 986-2715.

**87th Annual OPD School Safety Patrols Celebration** – On Tuesday, June 2, the 87th Annual OPD Safety Patrol Pass in Review took place at the Scottish Rite Temple in Oakland. Approximately 400 dedicated student crossing guards from Oakland Unified School District elementary schools (3rd, 4th, and 5th graders) attended the Pass in Review. Parents, teachers and supporters were there to celebrate and cheer the young people's dedication and hard work. Serving on the safety patrol gives youngsters an early sense of responsibility and an idea of what it means to do community service as well as teamwork experience; schools benefit from the promotion of traffic safety awareness and the constructive outlet for student energy; and our community benefits from safer environments for pedestrians and motorists and the positive collaboration between students, parents, schools and law enforcement. The School Safety Patrol program is sponsored by AAA, in partnership with local law enforcement agencies and schools. In Oakland, OPD and AAA have been working together for over 90 years. Guest speakers at Oakland's Pass in Review included Chief Sean Whent, Mayor Libby Schaaf, Councilmember Noel Gallo, and Robert Brown, AAA Vice President of Communications and Public Outreach. Thank you to AAA and the Oakland Public Schools for an outstanding job, but most of all, a BIG thank you to all of the students whose participation makes this program work. For more information, please contact Mr. Paul Cirolia at [pcirolia@oaklandnet.com](mailto:pcirolia@oaklandnet.com) or (510) 777-8584.

**Alameda County-Oakland Community Action Partnership (AC-OCAP) is Hosting a Public Hearing** – On Monday, June 8, AC-OCAP will hold a public hearing on the City of Oakland's 2016-2017 AC-OCAP Community Action Plan. The purpose of the public hearing is to receive community input to help identify the needs and gaps in services that exist for Alameda County's underserved low-income residents. The goal is to use this information to leverage and maximize AC-OCAP's Community Services Block Grant (CSBG) funding to support anti-poverty programs and services that lift individuals and families out of poverty into self-sufficiency. The public hearing will begin promptly at 6:00 p.m. in Hearing Room 3, Oakland City Hall, located at 1 Frank Ogawa Plaza. For more information, please contact Kris Ongoco, Program Analyst, at [kongoco@oaklandnet.com](mailto:kongoco@oaklandnet.com) or (510) 238-6131.

**Registration Open For The Great American Backyard Campout** – Through Thursday, June 18, the public can register for the Great American Campout. This national event, sponsored by the National Wildlife Federation, is an overnight camping experience held Saturday, June 27. Oakland Parks & Recreation will host this Oakland edition at Joaquin Miller Park, 3564 Sanborn Drive. This camping trip is open to families, youth and individuals. Registration costs are \$15 per adult, \$10 per child (ages 4 to 17) and free for children 3 and under. Fees include dinner and continental breakfast. Families will be responsible for bringing their own camping equipment. To register online, please visit [www.oaklandnet.com/parks](http://www.oaklandnet.com/parks). For more information or to request special needs diets, please contact Donte Watson at (510) 867-4142.

**Bill Ortiz At Dunsmuir Dads & Jazz** – On Sunday, June 21, Oakland Parks & Recreation's Dunsmuir-Hellman Historic Estate will host the Dads & Jazz event in honor of Father's Day. The event will be held from 2:00 p.m. to 6:00 p.m. Tickets are now on sale: \$20 for adults and

\$10 for children under 12. The historic estate is located at 2960 Peralta Oaks Court. Enjoy a live jazz performance by Bill Ortiz, who has worked with diverse and dynamic artists such as Santana, Don Cherry, Tito Puente and Tony! Toni! Tone! For more event details or to purchase tickets online, please visit [www.dunsmuir-hellman.com](http://www.dunsmuir-hellman.com). For more information or to purchase tickets by phone, please contact Deborah Cooper, Estate Manager, at (510) 615-5555.

***Summer Food Service Provides Free Lunches For Youth*** – From Monday, June 15 to Friday, August 15, the City of Oakland's Summer Food Service Program (SFSP) will deliver free lunch and snacks to community organizations serving youth in Oakland. Approximately 20,000 children in the Oakland community depend on free and reduced-cost school meals during the school year. During summer break, most families struggle to replace those meals for their children. The Summer Food Service Program bridges the meal gap by providing access to nutritious lunches and snacks at convenient locations throughout the city while school is out. In 2014, more 70,000 lunches were served. For 2015, the program anticipates serving between 80,000 to 100,000 lunches and snacks. The City is proud to have sponsored this service for 30 years. SFSP is one of the longest running programs within the Human Services Department and continues to expand its service year after year. Community and faith-based organizations can still sign up to participate in this year's SFSP to help continue the growth of this much needed service. For information on how to become a service site and upcoming training dates, please visit <http://www2.oaklandnet.com/Government/o/DHS/o/ChildrenYouthServices/OAK022080>. Thank you to all of our partners for their commitment to the health and nutrition of Oakland's children and youth, ages 18 and under. For more information, please contact Carmela Chase, Program Analyst, at [cchase@oaklandnet.com](mailto:cchase@oaklandnet.com) or (510) 238-7992 or Scott Kim, Program Analyst, at [skim@oaklandnet.com](mailto:skim@oaklandnet.com) or (510) 238-2209.

***OPD Is Hiring: Police Records Supervisor*** – Friday, June 12, is the deadline to apply for the Police Records Supervisor vacancy within the Oakland Police Department. The Police Records Supervisor will: supervise and train civilian staff in their duties of providing information to the general public involving warrants, records, subpoenas and other litigation-related requests; maintain complex internal automated record systems; assist with compliance of the Negotiated Settlement Agreement (NSA); and access and update state and federal criminal history data systems. For more information, please visit <http://agency.governmentjobs.com/oaklandca/default.cfm?action=viewJob&jobID=1154203>. Applications are being accepted through 11:59 p.m., Friday, June 12. For more information, please contact Ms. Cee Belue, OPD Personnel Section manager, at [opdjobs@oaklandnet.com](mailto:opdjobs@oaklandnet.com).

***OPD Is Hiring Internal Affairs Commander*** – Friday, June 5, is the application deadline for the Internal Affairs Commander (Project Manager III) vacancy within the Oakland Police Department. Under the direction of the Chief of Police, the Internal Affairs Commander oversees the daily operation of the division, ensuring all complaints are received, processed, investigated and reviewed in accordance with controlling state laws and departmental policy. The position will manage both sworn and civilian personnel and is critical to the function of the agency. For more information, please visit <http://agency.governmentjobs.com/oaklandca/default.cfm?action=viewJob&jobID=1140264>.

Applications are being accepted through 11:59 p.m., on Friday, June 5. For more information, please contact Cee Belue, OPD Personnel Section Manager, at [opdjobs@oaklandnet.com](mailto:opdjobs@oaklandnet.com).

**Mayor Schaaf Releases \$2.4 Billion Proposed Budget For FY 2015-17** – On Thursday, April 30, Mayor Libby Schaaf released a \$2.4 billion two-year budget proposal for the City of Oakland for fiscal years 2015-2017. The proposed two-year balanced budget will build a solid financial foundation for a vibrant, equitable Oakland that is growing responsibly. In the short-term, this budget proposal closes an estimated \$18 million annual funding gap without making any cuts to services or staffing levels. It also starts to enhance the delivery of services that Oaklanders want and deserve. Taking a longer term view, the proposal begins the hard work of addressing the City's unfunded liabilities and starts to restore compensation to City of Oakland workers who made great sacrifices during the recession. It also seeks to enhance service delivery and invest in the City's workforce by giving Oakland employees the tools and training to do their jobs in a way that reflects their true professionalism. The budget proposal keeps a focus on investments that will help responsibly grow the City's economy and permanent revenue base so Oakland will be able to meet its long-term financial obligations and provide all of the vitally needed services in the future so Oakland can become a healthier, safer and more prosperous community. Mayor Schaaf formally presented her proposed budget to City Council on Tuesday, May 5. To view the proposed budget, the Mayor's transmittal letter, budget-related documents, upcoming legislative dates, fact sheets, informational videos, a link to the Mayor's budget survey and a subscription link for email updates, please visit [www.oaklandnet.com/15-17budget](http://www.oaklandnet.com/15-17budget). Community Budget Forums, hosted in partnership with City Councilmembers, were held to gather input from Oakland residents and business owners. For those who were unable to attend one of the forums, the following additional engagement options exist.

- Join the online community conversation, including surveys and forums, at [www.SpeakUpOakland.com](http://www.SpeakUpOakland.com)
- Follow @oakland on Twitter and track hashtag #oakbudget
- Email your comments or suggestions to [BudgetSuggestions@oaklandnet.com](mailto:BudgetSuggestions@oaklandnet.com)
- Leave a voice message on the budget hotline at (510) 238-4995
- Visit [www.openbudgetoakland.org](http://www.openbudgetoakland.org), a site built and hosted by local non-profit OpenOakland, to view data and interactive infographics.

In addition to the Community Budget Forums, the public may also provide input at the City Council Budget Hearings. All of the Budget Hearings will be held in Oakland City Hall, 1 Frank H. Ogawa Plaza.

- Monday, June 8, 4:00 p.m.  
Budget presentations from the following departments: Public Works, Economic & Workforce Development/Oakland Redevelopment Successor Agency, Planning & Building and Housing & Community Development, plus the following offices: City Attorney, City Auditor, City Clerk, City Council, Mayor and City Administrator.

- Tuesday, June 16, 5:30 p.m.  
City Council: Council President's Budget Amendments
- Tuesday, June 30, 5:30 p.m.  
City Council: Budget Adoption

Per City Charter, City Council must adopt a balanced budget by June 30. To read the media release on the proposed budget, please visit <http://www2.oaklandnet.com/w/oak052942>.

***Upcoming City Of Oakland Job Announcement*** – During the week of June 8, the Human Resources Management Department (HRM) anticipates posting a job announcement for the following positions:

- Recreation Leader II (Selective Language Certification)

For the most up-to-date information on City jobs, please view the Employment Information page on our website at <http://agency.governmentjobs.com/oaklandca/default.cfm>. The Employment Information page also contains information on minimum qualifications of specific job classifications, how to apply for a job on-line and how to submit a job interest card for positions not currently posted. For more information, please contact the Human Resources Management Receptionist at (510) 238-3112.

**Upcoming Meetings and Events:**

For information on upcoming City meetings and events, please visit the City's online calendar at <http://www2.oaklandnet.com/Events/index.htm>. For events at the Oakland Public Library, please visit <http://oaklandlibrary.org/events>.

Respectfully submitted,  
/s/  
JOHN A. FLORES  
Interim City Administrator